

DRAFT UNTIL APPROVED

Executive Session, Study Session & Business Meeting (Tuesday, May 10, 2016)

Generated by Shelley R Shelton on Wednesday, May 11, 2016

Members present

Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen

Excused

Taz Murray

Staff present

Keith Rittel, Superintendent; Gary Wilson, Asst. Superintendent; Stefanie Bryant, Business Administrator; Anne-Marie Harrison, Exec. Director of Teaching & Learning; Alex Judd, Executive Director of Elementary Education; Jason Cox, Executive Director of Human Resources; Shelley Shelton, Executive Assistant; Mark Wheeler, Director of Facilities; Darin Loertscher & Josh Espinoza, Tech Support; Caleb Price, Communications & PR Coordinator

Guests

Johnathan Ward, Financial Advisor, Zions Bank; Kathy Giles, Provo Education Assoc.; Debbie Larson & Jean Johnson, Education Support Professionals; Todd McKee, Timpview Principal; Braley Dodson, *Daily Herald*; Wayne Parker, Provo City Chief Administrative Officer; Dave Decker, Provo City Public Works Director; Shane Winters, Provo City Project Engineer; Jimmy McKnight, Provo City Finance Analyst

Meeting called to order at 4:26 PM

2. 5:15 - 7:00 p.m. Study Session

Procedural: A. Welcome: President Julie Rash

Procedural: B. Roll Call

Discussion, Information: C. Wasatch Property Water Retention: Wayne Parker, Provo City Chief Administrative Officer; Dave Decker, Public Works Director; Shane Winters, Project Engineer; Jimmy McKnight, Provo City Finance Analyst

Wayne Parker apprised the board of a specific need to update the storm water master plan. Talking points included:

- The plan is updated approximately every ten years to address the need to effectively move water from one point to another without flooding people in between.
- Some significant changes are necessary in the management of storm water at 900 East. One option would be to install a new storm line down 800 North and extend to East Bay.
- An additional option is to create an additional detention basin to slow the flow of storm water. It would accumulate in the detention pond; drains downstream would empty it. This approach would allow water to be moved effectively at a significantly reduced cost.
- Wasatch Elementary and Kiwanis Park have been identified as potential sites for the detention basin, which would provide side benefits to both locations.

Dave Decker, Public Works Director, share the following information with the board:

- Detention works well in relatively flat areas, so City engineers focused on Kiwanis park, particularly the flat area on the south end of the park. The rest of the park has relatively steep grades on it, so engineers also looked for other flat areas close to Kiwanis. A portion of the Wasatch property was quickly identified.
- A concept was put together to use both parcels of land to detain enough water to take the storm water that comes off of 9th East.
- It would be necessary to install a 36" or 42" pipe immediately along the south boundary of Wasatch parking. A control structure would be built on the play area in the northwest corner of the field.

- It would also be necessary to regrade the steeper portions of the field, which have between 6-7 feet of fall. The field would be flattened out by approximately .5% - 6 inches of climb every 100 feet.
- The berm (ridge or embankment) on the west and north sides of the field doesn't really change; there's already a pretty good slope that comes from the school building and the asphalt playground area down to the field. A significant modification consisting of an additional berm would be needed along the southern and eastern ends of the field.
- The detention pond would be controlled in height by the outlet control structure. The pond would be no deeper than 2-2 1/2 ft. deep. Once the pond fills up to that depth, it overflows in the control structure and never exceeds a certain capacity. The control structure would flow into Kiwanis Park. 800 North has another control structure that would work with the Wasatch control structure to control water that comes from both the north and east.
- Control structures and detention ponds don't fill up during every storm; they usually only fill two to three times a year during an event of very heavy rain in a very short amount of time.
- The water that would end up in the detention pond would come mostly from the north and east of the park and the neighborhoods.
- The field would be useable as a soccer field for Wasatch. A small amount of excavation and fill would be needed to create the berm. More excavation and fill would be needed to create the berm on the southern end of the field.
- The City will work with the board and district staff to put in sports fields and/or walking paths on top of the berms.
- A liability agreement with the entity that builds the control structure would be in place.
- The project would be able to accommodate future Wasatch reconstruction and would be included in the agreement with the district. The location of the berm, basin, pipes and pond could all be adjusted based on the location of the new school and the field. The terms would be included in the agreement between the City and school district.
- The timeline for the control structure construction and subsequent resodding would be June-August.
- The City would need a go-ahead from the board tonight, formal approval would require a board vote. Wayne will continue discussions with municipal council members from the Wasatch area.
- Supt. Rittel stressed the need for assurances from the City that if the new school is built on the lower site it won't get washed away in a flood during construction.
 - Mr. Decker stated that instead of containing the 36" pipe within the control structure, it would be continued all the way across the school site to Kiwanis site.
 - Another control structure would be built on 9th East. A gate could be pulled so no water goes in the direction of the school.
- Facilities Director Mark Wheeler recommended the field area remain sodded to accommodate Wasatch students during the school day, but youth sports and city recreation programs. Provo City has not used that particular field for soccer, softball or Little League baseball for a number of years. However, the City would accommodate the board's wishes regarding the field design, whether or not for sports.

Board members didn't have any additional concerns and expressed their support of the project.

Information: D. Construction Update: Mark Wheeler, Director of Facilities

- PHS: site work continues on new site. Geo-pier process has started. Mark is continuing to work with Westlands/FFKR working on plans and preliminary budgets.
- Working on bids for some minor roofing projects at the current PHS site.
- Rock Canyon / Sunset View: All of the following are taking place:
 - painting
 - millwork
 - site prep
 - flooring
 - A board tour of Rock Canyon and Sunset view will be scheduled before teachers start moving in during the first week in June. Moving procedures are being coordinated with teachers.
- Provost/Edgemont: Bid date is June 2. The board will have a one-item business meeting on June from 4:00 - 4:30 to approve the contractor. At least four board members would need to attend the meeting. Groundbreaking is scheduled for June 14.
- Custodial operations are improving district-wide with OS1 program. #1 challenge is still manpower at certain locations. \$.25 per sf for operations.

- Potentially removing tennis courts at Dixon for more parking space. Mark is working with civil engineers. Some parents at Dixon are opposed to removing the courts.
- The board requested an update on the construction page of the website.
 - Finance numbers are being updated monthly; Caleb will work on getting pictures and other information updated.

Discussion: E. Trustlands Plans: Alex Judd, Exec. Director of Elementary Education

Board members reviewed final plans in preparation for the plans being sent back to the USOE. Any concerns should be sent to Alex; to wait any longer would delay the state funding.

It was determined the board would approve all plans with the condition that any lingering board member concerns would be addressed. The business meeting motion was modified accordingly.

Discussion, Information: F. CUE Agreement: Stefanie Bryant, Business Administrator

The Board of Education determined the operation of Central Utah Enterprises (CUE) is not central to the District's mission. As such, both parties have mutually agreed upon separation terms.

CUE's role in the district mission has been discussed in previous years. In 2007 the District took CUE under management due to tax ID issues and to better oversee contracts the district is responsible for. In September of 2014, the Board determined CUE's operations did not integrate with the district's mission. Since that time, CUE and District representatives have worked together to determine the best means of separation to facilitate both the direction of the District as well as continued operations of the CUE organization.

At this time the separation agreement is in need of approval. The associated real estate transaction will be prepared for the June 2016 board meeting.

A real estate contract with CUE is being drafted; hoping to close June 30.

Discussion, Information: G. CONSIDERATION FOR ADOPTION OF A RESOLUTION OF THE BOARD OF EDUCATION (THE "BOARD") OF PROVO CITY SCHOOL DISTRICT, UTAH (THE "DISTRICT") AUTHORIZING THE ISSUANCE AND SALE BY THE BOARD OF NOT MORE THAN \$56,000,000 AGGREGATE PRINCIPAL AMOUNT OF ITS GENERAL OBLIGATION BONDS (UTAH SCHOOL BOND GUARANTY PROGRAM), SERIES 2016 (THE "SERIES 2016 BONDS"); AND RELATED MATTERS: Stefanie Bryant, Business Administrator

When issuing bonds, the Board must approve a resolution which outlines the parameters of the issuance/sale of the bonds.

The (super) parameters resolution defines the parameters of the bond issuance. These parameters include the maximum amount of the issue, the maximum interest rate and term. The resolution authorizes the board to designate officers (Superintendent and Business Administrator) of the district to sell bonds, including execution, attestation and countersigning all documents. The resolution authorizes a bond registrar to broker the sale of the bonds, as well as authenticate and hold the bonds for the registered owners. Criteria for the transfer or redemption of the issued bonds is set forth in the resolution. The parameters resolution was attached for board review.

A calendar of events was sent to the board. Johnathan Ward from Zions Bank will set up computer/screen so board members can watch the process. Keith will sign the term agreement June 22.

Johnathan indicated rates are still where they were a year ago; the average rate is 2.55%.

Discussion, Information: H. Budget Increase Approval: Edgemont/Provost Construction Budgets

Budget increases over \$50,000 require board approval.

The FY16 approved budget did not include line items for construction of Edgemont and Provost Elementary as at the time of budget approval, design and planning had not yet begun for those two projects. As those two construction projects are now underway, budgets need to be added for the 2016 fiscal year. Budgets for each school in FY16 will be \$322,000.

Additionally, as Rock Canyon and Sunset View elementary construction is nearing completion for the 2016 fiscal year and PHS construction has begun, estimates for FY16 expenditures have been adjusted accordingly and as such those budgets also have year end adjustments. The net effect of these budget adjustments is a reduction of \$3,867,225, most of which is due to PHS construction beginning later on the new site than it would have at the existing site.

The budget request and supporting timelines/draw schedules were attached for board review.

Discussion, Information: I. New Reading Materials, Anne Marie Harrison, Executive Director of Teaching & Learning

Anne-Marie presenting on behalf of the Literacy Committee.

In 2015, the Board authorized the purchase of English Language Arts curriculum materials for grades 1 and 2. To provide up-to-date reading and curricular materials that match the levels of the current Utah Core Standards for students in grades 3-6, the district Literacy Committee, in 2015, started work to determine what materials would best support instruction.

Following policy 4020 and procedure 4020 P1, the committee set criteria for the selection of instructional materials (including alignment with state standards), sought citizen and expert involvement and feedback, evaluated materials, and made a recommendation for curriculum materials. The recommendation was based on the committee's evaluations of materials and from the consideration of survey data from teachers, parents, and citizens from an Open House where stakeholders could review and learn about the two final programs under consideration. In April 2016, the committee recommended McGraw Hill Education's Wonders literacy program for adoption in grades 3-6. This program was almost \$200,000 less expensive than the other program under consideration.

The purchase price includes digitally-native curriculum, paper curriculum, online licenses for 6 years, accompanying resources, and professional development. Pending board approval, the Literacy Committee will meet in May to plan for professional development in 2016-2017 to support teachers in using the curricular materials. The purchase will be part of FY17 budgets and therefore only the selection of the material is being approved at this time.

Greatest strength of the adopted curriculum:

Wonders is aligned well to Utah Standards in each grade level. The Literacy committee liked the intervention program. Teachers on the committee really preferred this program for the abundance of materials for students above and below grade level and non-native speakers.

Plan for professional development:

- Funding will be set aside to pay for PD this year and next year.
- Teachers will get initial an 4-hour training from the publishers in June or August.
- Training will be provided to coaches to be an additional resource to teachers.
- Literacy committee will focus this Monday on professional development. Additional training date is planned in Sept, perhaps with the publisher.
- The cost is approximately \$200,000 less than other program being considered.

The license for *Wonders* is for 6-7 years, which is typical.

There were no additional concerns from board members. The adoption will be approved in the following business meeting.

Discussion: J. Cell Phone Towers: Supt. Keith Rittel; Stefanie Bryant, Business Administrator; Member McKay Jensen

The idea has arisen that there may be merit in allowing schools (community councils) to decide whether or not to permit cell towers on their respective school properties. At issue for discussion is the level of autonomy in making this decision. Some coordination will be needed with the business department and the facilities department to ensure compliance with state and district regulations, as well as existing leases, but perhaps this would be a viable consideration for the board to consider.

The people at Wasatch involved in the discussion are having a hard time coming to a consensus. Member Jensen would like to propose the community council make the decision about cell towers on school property.

Issues to consider include

- danger to kids
- tower maintenance
- leases outline tower maintenance workers are to coordinate with facilities to schedule maintenance work. Mark Wheeler indicated he has never been notified. There is a huge liability risk if anything ever happened
- \$150,000 total annual local (district) revenue would be distributed among all schools since not all schools have the opportunity to have a cell tower.
- some leases will be difficult to get out of
- a school is not authorized to negotiate a contract on behalf of the district. Community councils would determine where a tower would be located on the property if a contract is renewed.
- Business Administrator Stefanie Bryant will get the expiration dates on all current leases, send them to principals and board and coordinate/communicate with school community councils to review details of contracts.

Member Jensen was excused at approximately 6:15 p.m.

Discussion, Information: K. Policy Review: Supt. Keith Rittel

Policy 3165 Age at Entrance

Aligns when kids can be enrolled in kindergarten based on age at the time of enrollment and the process. If a student is coming in from out of state, having completed Kindergarten at an earlier age, that student could potentially enroll in 1st grade.

- It was recommended that a statement be added indicating the policy is based on state law.

Policy 3350 Gang Affiliation/Activity

This policy is part of the assurances that the superintendent must sign each year. Besides stipulating that gangs and related gang activity are not allowed in schools. It makes it clear that our mandate is to make sure school staffs are well trained in what signs to look for, and to ensure students are aware of many choices of activities to be involved in rather than choosing to be in a gang.

- It was recommended that line 11 of the accompanying procedure be modified as follows: " Gang symbols and language are prohibited, and students using them shall be subject to suspension **or other restrictions.**"
- To determine whether or not something is gang related, the history of gang involvement of the student would be reviewed.
- Gang training for principals and staffs is scheduled for next year.

Policy 3360 Juvenile or Adult Notification

The policy addresses notification from law enforcement about either juvenile or adult (student) offenders. A student may have to spend some incarceration time; the district is notified by letter from the courts when the student is released. The district is required to send the letter to the principal, who determines who else in the school needs to know that information, i.e., teachers and the student's tracker, such as in the case of theft or sexual abuse. Such notification is subject to court action.

Policy 4020 Curriculum Development and Adoption of Curriculum Materials

The previous revision of the policy was discussed during the April 9 study session. The policy presented reflected changes requested by the board with regard to the adoption and use of district-wide curriculum materials and associated professional development for teachers.

- It was recommended "per form 4020 F1" be added to the procedure.

Policy 5110 End of Year Responsibilities

The policy outlines the responsibility teachers have to continue instruction through the end of the school year. Teacher materials such as computers and keys are to be accounted for at end of the year. The accompanying procedure is still under staff review. The policy has been reviewed with principals and the policy committee. The After School Program Coordinator and HR are working to gather elementary summer school information.

Policy 5510 Retirement

Due to time constraints, this policy will be reviewed during the business meeting.

Discussion: L. Consent Calendar Review & Questions

Discussion: M. Upcoming Google Calendar Items

Action: N. Motion to Adjourn

I move we adjourn the study session.

Motion by Michelle Kaufusi, second by Marsha Judkins.

Final Resolution: Motion Carries

Aye: Julie Rash, McKay Jensen, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen

The study session was adjourned at 6:56 p.m.

3. 7:00 p.m. Business Meeting

Procedural: A. Welcome: President Julie Rash

Procedural: B. Roll Call

Excused: McKay Jensen, Taz Murray

Procedural: C. Opening Remarks: Member Jim Pettersson

Procedural: D. Pledge of Allegiance: Jason Cox, Exec. Director of Human Resources

4. Community Connections

Recognition: A. Employee Recognition: Classified Employees of the Year

ESP President Debbie Larson presented the following individuals:

Marian Manuele - Instructional Assistant - Timpanogos Elementary

Lori Mellander - Instructional Assistant - Spring Creek Elementary

Ashley Allen - Instructional Assistant - Oak Springs School

Marisol Arcila - Paraprofessional ESL - Timpview High School

Julie Powell - Secretary - Independence High School

Tiffany Sorenson - Librarian - Sunset View Elementary

Kathy Firmage - Secretary - District Office
Marie Frazier - Secretary - Dixon Middle School
Joseph Jones - Maintenance - District Office
Joe Blummel - Custodian - Centennial Middle School
Amy Adair - Secretary - Provo High School
Jason Espinoza - Custodian - Dixon Middle School
Kerri Roberts - Child Nutrition - Independence High School

Recognition: B. Employee Recognition: Teachers of the Year

PEA President Christy Giblon presented the following individuals to the board:

Heidi Bush, Amelia Earhart Elementary
Connie Stone, Canyon Crest Elementary
Erin Randandt, Centennial Middle School
Glen Lockwood, Dixon Middle School
Elisa Taysom, East Bay Post High
Vicky Quinn, Edgemont Elementary
Victoria Morisse, Franklin Elementary
Jamie Hollingshead, Independence High School
Merilee Wing, Lakeview Elementary
Schipper Clawson, Oak Springs
Kristin Pierce, Provo High School
Heidi Rasmussen, Provo Peaks Elementary
Teresa Toluta'u, Provost Elementary
Elizabeth Paxman, Rock Canyon Elementary
Laurie Hansen, Spring Creek Elementary
Norma Metz, Sunset View Elementary
Allison Ferguson, Timpanogos Elementary
Sean Edwards, Timpview High School
Julie Nelson, Wasatch Elementary
Patrice Parker, Westridge Elementary

District Teacher of the Year: Kristin Pierce

Report: C. PHS Ballroom Trip Report: Angela Williams, Ballroom Teacher

Procedural: D. Public Input

There was no public input.

5. Business Items

Action: A. Approve Reading Adoption Materials

I move we approve the adoption of the *Wonders* English Language Arts curriculum materials and professional development for grades 3-6.

- Anne-Marie Harrison, Exec. Director of Teaching & Learning, and members of the Literacy Committee made a presentation to the board regarding the *Wonders* reading program.

Motion by Marsha Judkins, second by Jim Pettersson.

Final Resolution: Motion Carries

Aye: Julie Rash, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen

Not Present at Vote: McKay Jensen

Action: B. Approve School Trustlands Plans

I move we approve the 2016-2017 School Land TRUST plans with the condition that any board concerns are addressed.

Motion by Michelle Kaufusi, second by Shannon Poulsen.

Final Resolution: Motion Carries

Aye: Julie Rash, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen

Not Present at Vote: McKay Jensen

Action: C. Approve CUE Agreement

I move we approve the separation agreement between Provo City School District and Central Utah Enterprises.

Motion by Jim Pettersson, second by Marsha Judkins.

Final Resolution: Motion Carries

Aye: Julie Rash, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen

Not Present at Vote: McKay Jensen

Action: D. ADOPT RESOLUTION OF THE BOARD OF EDUCATION (THE "BOARD") OF PROVO CITY SCHOOL DISTRICT, UTAH (THE "DISTRICT") AUTHORIZING THE ISSUANCE AND SALE BY THE BOARD OF NOT MORE THAN \$56,000,000 AGGREGATE PRINCIPAL AMOUNT OF ITS GENERAL OBLIGATION BONDS (UTAH SCHOOL BOND GUARANTY PROGRAM), SERIES 2016 (THE "SERIES 2016 BONDS")

I move we adopt the Bond Parameters Resolution for the Provo City School District authorizing the issuance and sale of Series 2016 bonds.

Motion by Shannon Poulsen, second by Jim Pettersson.

Final Resolution: Motion Carries

Aye: Julie Rash, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen

Not Present at Vote: McKay Jensen

Action: E. Approve Budget Increase and Adjustment for Edgemont & Provost Construction

I move we approve the budget increase and budget adjustments for Provost, Edgemont, Provo High, Sunset View and Rock Canyon rebuilds.

Motion by Marsha Judkins, second by Shannon Poulsen.

Final Resolution: Motion Carries

Aye: Julie Rash, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen

Not Present at Vote: McKay Jensen

Action: F. Approve Policies

1. I move that we approve the following new policies, striking policy 4110 Graduation and Related Requirements, which was approved last month.

- a. 3165 Age at Entrance,
- b. 3350 Gang Affiliation,
- d. 3360 Juvenile Notification
- c. ~~4110 Graduation and Related Requirements~~
- d. End of Year Responsibilities

Motion by Jim Pettersson, second by Marsha Judkins.

Motion Carries

Aye: Julie Rash, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen

Not Present at Vote: McKay Jensen

2. I move we approve new policy 5510 Retirement

- Jason Cox explained the purpose of the policy is to clarify for employees that they do receive a retirement benefit from both the district and the state.

Motion by Marsha Judkins, second by Jim Pettersson.

Final Resolution: Motion Carries

Aye: Julie Rash, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen

Not Present at Vote: McKay Jensen

2. I move we approve revised policy 4020 Curriculum Development and Adoption of Instructional Materials

Motion by Shannon Poulsen, second by Marsha Judkins.

Final Resolution: Motion Carries

Aye: Julie Rash, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen

Not Present at Vote: McKay Jensen

6. Consent Calendar

Action (Consent), Minutes: A. Board Minutes as Part of the Consent Calendar

Resolution: I move we approve the board minutes as part of the consent calendar.

I move we approve the consent calendar.

Motion by Jim Pettersson, second by Michelle Kaufusi.

Final Resolution: Motion Carries

Aye: Julie Rash, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen

Not Present at Vote: McKay Jensen

Minutes: B. April 12 Study Session & Business Meeting

Minutes: C. April 26 Study Session & Business Meeting

Action (Consent), Report: D. Personnel Report as Part of the Consent Calendar

Resolution: I move we approve the personnel report as part of the consent calendar.

I move we approve the consent calendar.

Motion by Jim Pettersson, second by Michelle Kaufusi.

Final Resolution: Motion Carries

Aye: Julie Rash, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen

Not Present at Vote: McKay Jensen

Action (Consent), Report: E. Home School/School Choice/eSchool Report as Part of the Consent Calendar

Resolution: I move we approve the home school and school choice reports as part of the consent calendar.

I move we approve the consent calendar.

Motion by Jim Pettersson, second by Michelle Kaufusi.

Final Resolution: Motion Carries

Aye: Julie Rash, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen

Not Present at Vote: McKay Jensen

Action (Consent), Report: F. Financial Reports as Part of the Consent Calendar

Resolution: I move we approve the financial reports as part of the consent calendar.

I move we approve the consent calendar.

Motion by Jim Pettersson, second by Michelle Kaufusi.

Final Resolution: Motion Carries

Aye: Julie Rash, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen

Not Present at Vote: McKay Jensen

Action (Consent): G. Approve the Consent Calendar

Resolution: I move we approve the consent calendar.

I move we approve the consent calendar.

Motion by Jim Pettersson, second by Michelle Kaufusi.

Final Resolution: Motion Carries

Aye: Julie Rash, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen

Not Present at Vote: McKay Jensen

7. Board Member Reports

Report: A. Member Jim Pettersson

Member Pettersson reported on his assignment on the audit committee, which reviews policies and procedures on implementation of financial policies to conduct the business of the district within the parameters of the law. The committee regularly reviews everything that happens within the district; Member Pettersson assured the board and patrons funds are taken care of properly and policies are followed.

8. Superintendent's Report

Report: A. Approved Student Travel

- Approved student travel
- Thanked educators in the district who were recently recognized and the many organizations involved in putting on the recognition events.
- PCSD is hosting the Utah School Superintendent's conference tomorrow morning in the PDC, held in conjunction with the state PTA convention.

9. Adjourn

Action: A. Motion to Adjourn

I move we adjourn the business meeting.

Motion by Marsha Judkins, second by Michelle Kaufusi.

Final Resolution: Motion Carries

Aye: Julie Rash, Jim Pettersson, Marsha Judkins, Michelle Kaufusi, Shannon Poulsen

Not Present at Vote: McKay Jensen

The business meeting was adjourned 8:18 p.m.